



WEST
HILLS
COMMUNITY
COLLEGE
DISTRICT

WEST HILLS COMMUNITY COLLEGE DISTRICT

Board of Trustees
9900 Cody Street
Coalinga, CA 93210
(559) 934-2100

MINUTES OF THE STUDY SESSION OF THE GOVERNING BOARD

October 24, 2006



CALL TO ORDER / OPEN SESSION

President McKean called the study session of the Board of Trustees to order at 1:06 p.m.

Board members present:

Mark McKean
Jack Minnite
Nina Oxborrow
Jeff Levinson
Edna Ivans
Bill Henry
Larry Logsdon, Student Trustee

Board members absent:

Steve Cantu

Administrators present:

Frank Gornick, Chancellor
Tom Harris, Interim President, West Hills College Coalinga
Don Warkentin, President, West Hills College Lemoore
Ken Stoppenbrink, Vice Chancellor of Business Services
Keven Backman, Director of Human Resources
Susan Kincade, Dean of Learning Resources

Introduction of Guests

The following guests were in attendance: Mr. Ross Allen; Mr. Chris Addington; Ms. Celina Garcia; Ms. Stephanie Hunter

Public Comments

There were no public comments made at this time.

STUDY SESSION

Facilities Report – Mr. Chris Addington introduced Ms. Celina Garcia and Ms. Stephanie Hunter. He provided a brief overview of the status of facilities at the West Hills Community College District.

- West Hills College Coalinga – Mr. Addington reported that he is not looking at adding any more assignable square footage. Dr. Frank Gornick questioned additional parking at the Child Development Center. Mr. Addington responded that this project is not in the current funding cycle. Trustee Oxborrow questioned what benefit the community will see if the bond is to pass. Mr. Addington responded that a wellness center will be constructed that can be used by the community for physical fitness activities and it will include quality equipment. The master plan for the Farm of the Future was discussed and Mr. Addington reported on the plans for a rodeo arena, outdoor pavilion, indoor pavilion, classroom space and labs, animal pens, and a farm equipment building. Mr. Addington explained that Phase 1 of the project will include a relocatable restroom, the farm equipment building, and fencing. Mr. Ross Allen questioned how many phases are included for the Farm of the Future project. Mr. Addington responded that there are at least three phases. Mr. Allen questioned the timeline and Mr. Addington responded that it will be contingent on funds. Mr. Allen discussed the state passing out money over a period of time and Dr. Gornick stated that the district qualifies for additional funds as our enrollment grows. Our projects are approved by the state and ready to go. Dr. Gornick further stated that he has talked with some people about naming rights and assisting with the construction of the indoor pavilion and it is a good possibility with some local developers. Mr. Allen questioned the worst case scenario for the indoor pavilion assuming the bond passes. Mr. Addington stated that it will take three to five years for the indoor pavilion. Mr. Addington commented on partnerships with community colleges and Dr. Gornick stated that the time frame could be as soon as three years if we can get the partners. Mr. Addington discussed the outdoor arena. He reported that the bleachers would come later because there is no funding. He stated that if Proposition 1D passes and the district bond passes, he would recommend using portable restrooms and letting the state pick up the cost of permanent restrooms.

Trustee Henry arrived at this time.

- North District Center – Mr. Addington reported that the North District Center is currently overbuilt but needs to be remodeled to accommodate growth. Brief discussion took place regarding beautifying the exterior of the building.
- West Hills College Lemoore – Dr. Gornick discussed a possible partnership for the allied health facility and the charter school. Mr. Addington stated that the

multi-use sports complex is one of primary projects in Proposition 1D. If we do not come up with the local contribution (approximately \$4 million) in the West Hills College bond then we lose the project. Discussion took place regarding the instructional center. Mr. Addington stated that some of the buildings may need to be three-story as space is limited. Mr. Don Warkentin commented on soccer fields and stated that grass is already growing. The fields should be ready for next fall. Mr. Warkentin reported that the City of Lemoore also has recreational needs and has been discussing a partnership for tennis courts. The student center will be a partnership between the college and Lemoore Elementary.

Further discussion took place regarding the Farm of the Future. Trustee Ivans questioned when the first rodeo will be held at the new facility. Mr. Addington responded that it could be June or July of 2007. He stated that the bidding process will begin in the next couple of weeks. Trustee Oxborrow questioned if staff has been involved in the planning process and if they have had any concerns. Mr. Addington responded in the affirmative, stating that he always tries to tailor expectations to the budget. There are high expectations and low budget and they need to be balanced. Mr. Addington stated that he does not want to build assignable square footage that is going to hurt the district in the future. Ms. Susan Kincade commented that the staff also knows that there are possible partnerships and grants available and these discussions take place at the facilities meetings. Mr. Addington stated that, overall, he is very pleased with the project and it has taken a lot of planning. A master plan is needed for everything and then the puzzle can be put together in phases.

Dr. Gornick stated that when the staff brings forth suggestions for facilities they are never viewed as bad ideas. The suggestions are always on the list, but just may not fit into the parameters for the funds. Mr. Addington reported that he maintains an unfunded project list and must prioritize the needs.

Trustee Ivans questioned the escrow timeline on the old farm property. Dr. Gornick responded that it is scheduled to close on November 3.

Mr. Allen questioned the plans for the shop building and stated that \$720,000 seems steep. Mr. Addington stated that we have to meet DSA (Department of the State Architect) requirements and have to have a structural steel building. He further stated that with school buildings you have to deal with the DSA, seismic standards, and prevailing wage.

Budget Update – Mr. Ken Stoppenbrink referred to the budget adjustment worksheet and discussed the one time allocation of revenue. He reported that the expenses are to be effective January 1, 2007. Trustee Oxborrow questioned what the GASB 45 funds cover and when the next amount is due. Mr. Stoppenbrink stated that it is a forecast of what the actuarials believe our future liability to be and we need to have funds set aside. Discussion took place regarding the actuarial study. Mr. Stoppenbrink stated

that we need to build up the reserve for the next study, which takes place every three years. Trustee Oxborrow questioned if there are penalties for districts and Trustee Henry questioned the amount and if there is any way we can lose the money through the investment that we choose. Mr. Stoppenbrink stated that the funds are not insured or guaranteed. It is a risk because it is tied to the stock market. Trustee Oxborrow questioned if the JPA has guidelines as to what investments can or cannot be made. Mr. Stoppenbrink responded in the negative. Dr. Gornick stated that the Board directs the investment policy. Brief discussion took place regarding irrevocable trusts. Mr. Stoppenbrink briefly discussed the remaining expenses.

Trustee Minnite arrived at this time.

Mr. Stoppenbrink explained the 50% and non-50% expenditures. Dr. Tom Harris reported that he has met with Ms. Jill Stearns and Mr. Carlos Diniz concerning the areas of expenditure. His staff is pleased with the development and will spend the money judiciously. Mr. Warkentin stated that at the Lemoore Campus, during the budget development process, several positions were identified as unable to be filled. He has talked to the Deans and the Director of Maintenance and Operations and they are working on prioritizing positions. Everyone is pleased to be able to provide recommendations.

President McKean questioned the adjunct faculty rate of pay. Mr. Stoppenbrink stated that we are ahead of College of the Sequoias. Mr. Keven Backman stated that we are very competitive.

Student Trustee Larry Logsdon arrived at this time.

Resource Allocation Report – Dr. Gornick stated that one of the things the Accrediting Commission asked us to do was to evaluate the resource allocation procedure. Mr. Stoppenbrink has met with the College Presidents and engaged in a dialogue to complete the process of review. Mr. Stoppenbrink reported that he and the Presidents have discussed the restricted funds. They are in agreement that the procedure is in good shape. Dr. Harris stated that he is new to this procedure and he appreciates Mr. Warkentin's thoughtfulness in the questions he has asked. Dr. Harris stated that his experience is that the allocation model is never satisfactory but it becomes operational because everyone comes to a compromise. He stated that he thinks this is a good model for the district. Mr. Warkentin commented that the colleges are always asked to cut off spending in February or March and this is the first time that they are getting some of the dollars back. This process has given the colleges a good chance to take a look at priority lists that were developed during the budget process. Mr. Stoppenbrink stated that additional meetings will be held with the Presidents.

Return on Investment Report - This item was tabled at this time. Dr. Gornick stated that the report would be presented during the regular Board meeting under the Chancellor's Report.

ADJOURNMENT

There being no further business before the Board of Trustees, the study session was adjourned at 2:50 p.m.

Nina Oxborrow
Clerk of the Board of Trustees

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